

Updates and Corrections

Conservancy for Cuyahoga Valley National Park

In January 2011, Cuyahoga Valley National Park Association (“CVNPA”) introduced its new name as Conservancy for Cuyahoga Valley National Park (“the Conservancy”). The website changed from www.cvnpa.org to www.conservancyforcvnp.org; and staff email addresses changed from @cvnpa.org to @forcvnp.org, for example, volunteer@forcvnp.org.

Volunteer Program/Office Roles

Volunteer Program staff have new job titles: “Director of Volunteer Programs” changed to “Director of Volunteer Services,” and “Volunteer Program Assistant” changed to “Volunteer Coordinator.”

Page 4, **Resources for Volunteers**, 4th line, “Owners” should be “Owner’s.”

Page 8, **Continue to Learn**, 3rd line, “Resources section” should be “*Resources for Volunteers* and *Appendix* sections.”

Page 11, **Volunteer Opportunities for Individuals**, 2nd line, “parnter” should be “partner”. In the 4th line, the page reference for *Description of Volunteer Positions* should be page 33.

Page 15, **Orientation**, 2nd paragraph, last line, the page reference for the *Volunteer Training Matrix* should be page 30.

Page 17, **Uniform Pickup**, 2nd paragraph, 4th line, the complete list of uniform items is located in *Resources for Volunteers*, page 67.

Page 18, **Volunteer Uniforms**, 2nd paragraph, 3rd line, the page reference should be page 17.

Page 19, **Benefits and Recognition**. Our *benefits and recognition* plan is being evaluated, so there may be changes to how we show our appreciation.

Page 23, **Background Check Policy**, last bullet point, page reference should be 16.

Page 25, **Your Safety and Protection**, last line, the page reference should be 47.

Page 25, **Federal Employees Compensation Act**, 2nd paragraph, 8th line, contact information is on page 71.

Page 26, **Use of Government Equipment**, 1st paragraph, 1st line, the page reference for the *Volunteer Training Matrix* should be page 30.

Page 26, **Government Vehicles**, last line, the page reference for Safety Information should be page 47.

Page 27, **Enrichment Series Training**, 2nd line, the program end time is “8:00 p.m.”

Page 30, **For Volunteers Needing First Aid or CPR Training to Provide for Visitor Safety**, 3rd line, the page reference for the *Volunteer Training Matrix* should be page 30.

Pages 30, **Volunteer Training Matrix**, 2nd paragraph, 7th line, insert the word “*Volunteer*” in front of “*Training*.”

Pages 30 – 32, **Volunteer Training Matrix**. Our *volunteer training* plan is being evaluated, so there may be changes to the training requirements.

Pages 46 - 47, **Ten Basic Visitor Service Guidelines**, Items 2 and 10, page reference for *Safety Information* should be page 47.

Page 47, **Park Emergency Number**, the primary phone number for the Communications Center is (440) 546-5945. The 800 number is its alternate. In the 2nd line, the page reference for *General Radio Use* should be page 48.

Page 47, **Law Enforcement**, 1st paragraph, 5th line, the page reference for park policies and procedures is page 22.

The page after page 52 (**Cuyahoga Valley National Park**), is mislabeled as page 55 instead of page 53.

Page 63, **Peninsula Depot Visitor Center**, 3rd and 4th lines, the location to purchase train tickets should be “inside the depot.”

Page 63, **Visitor Centers/Orientation to the Park**, Hunt Farm Visitor Information Center should also be included in this list. Its exhibits highlight agricultural history and recreational opportunities in the valley.

Pages 67 - 69, in the footnote at the bottom of each page, replace “position” with “positions.”

Page 69, in the table, replace “VIPS” with “VIPs” in the Historic Sewing position.

Page 71, **Volunteer Management Office Staff**, Lisa Meranti is the Director of Volunteer Services (the former title was “Director of Volunteer Programs”). Her email address is lmeranti@forcvnp.org; and her phone number is (330) 657-2364.

Page 71, **24-hour Communications Center**, the primary phone number for the Communications Center is (440) 546-5945. The 800 number is its alternate.

Page 71, **Visitor Centers**, Hunt Farm Visitor Information Center’s phone number is (330) 657-2309.